

ADMINISTRATIVE - INTERNAL USE ONLY

OTE 84-1229

11 October 1984

MEMORANDUM FOR: Chief, Headquarters Operations Maintenance
and Engineering Division

FROM:

[redacted]
Executive Officer/OTE

STAT

SUBJECT:

Space [redacted]

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Bob:

1. Last week, three OTE officers visited [redacted]
[redacted] was our host) to "eyeball" the
available space for future OTE usage.

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2. At the moment, we are putting together our specific requirements which we believe will total approximately 12,000 square feet. The two OTE elements needing space will require separate areas in the building. One unit will require three 40 person classrooms with terminals and adjoining team rooms and three 25 person classrooms with three team rooms and office space for 20 people. The other unit will require two offices and a large area for physical training.

3. The most desirable areas for our training are:

- a. [redacted] 2nd floor (9,000 square feet) and
- b. the corner front, 2nd floor, [redacted]
(3,000 square feet).

25X1
25X1

OTE would like to request the above space and we will forward to you the specific requirements as soon as possible. Appreciate your assistance in this matter.

[redacted] STAT

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